

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
May 21, 2018

The Lyndon City Council met in regular session on Monday, May 21, 2018, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Morrison called the meeting to order.

- a) ROLL CALL: City Clerk called roll of the City Council. Mayor Steve Morrison and members Bill Patterson, Katie Shepard (7:08), Darin Schmitt, and Darrel Finch present. Kyle Recob absent with notification.

City Staff present: Pat Walsh, City Attorney; Julie Stutzman, City Clerk; Scott Culley, Assistant Maintenance Supervisor; and Darrel Manning, Chief of Police.

Others Present: Brian Foster and Wes Weishaar, BG Consultants; Tammy Schlingmann, Herald Chronicle; and Gene Hirt.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Patterson made the motion to approve the regular meeting minutes of May 7, 2018 as amended. Schmitt seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Finch made the motion to approve the bills as set forth. Schmitt seconded, motion carried.

4. PUBLIC COMMENTS: Gene Hirt spoke with Council regarding the replacement of the section of sidewalk taken out by the City for water service repair at the property he is currently residing at on 4th Street. After speaking with the City Clerk and Assistance Maintenance Supervisor, he was told that the City would not be putting rebar in that section of concrete as the section taken out did not contain it and would only be putting back was what initially there with new concrete. Mr. Hirt stated he was concerned about not putting reinforcement in the concrete and about the maintenance of the drains that run under the sidewalks that are plugged. He stated he had spoke to his landlord who wants to put rebar in that section of sidewalk scheduled to be replaced.

The City Attorney stated the City has not installed sidewalks in town other than the downtown business district, which was part of a grant project. Residential sidewalks were installed by property owners who wanted sidewalks on their property and not by the city. The Mayor stated the only time the city replaces sidewalks in residential areas is when they are removed for utility line repair. He stated he also spoke with the landlord David Sloop who stated he was not concerned if that section of sidewalk had rebar installed. The City Attorney stated the maintenance and replacement of private sidewalks is the responsibility of the property owner.

Mr. Hirt voiced his concern about the sewer line at his residence and the neighbor next door to the west. He stated the sewer line has plugged up before and they have ran lines into the pipes to clean it out which showed the line was smaller than what is normal throughout town. Mr. Hirt asked if these kinds of issues are going to be taken care of during this sewer

project. The Mayor stated the existing sewer mains are scheduled to be lined and to the edge of the easement. The City Attorney stated service lines are the responsibility of the owner to replace from the house to the sewer main tap. A brief discussion continued regarding the current sewer project and improvements in the future.

5. CORRESPONDENCE TO COUNCIL:

- May 2018 Edition of the Kansas Government Journal.

6. UNFINISHED BUSINESS:

- a) SEWER PROJECT UPDATE AND PROJECT PAY APP#1: Brian Foster stated Wes Weishaar has been coordinating the current sewer project in town and will be giving the progress update and provided Council a project memo.

Mr. Weishaar stated that all three phases of the sewer project are now underway. Wastewater treatment improvements included the completion of the force main installation from the headworks to lagoon site; earthwork on the lagoon started on May 1, 2018; headworks construction is scheduled to begin May 31; and the pay app #1 was submitted on April 25, 2018.

Collection system point repairs began on April 16; mainline cleaning and preparation will begin on May 28, 2018; mainline CIPP lining is scheduled to begin on June 11 with manhole rehabilitation to begin on July 2, 2018.

Service Tap improvements include the contractor beginning the initial tap inspections of previously line mains on May 9, 2018; installation of Vac-a-Tee cleanouts began on May 21, 2018; open trench service tap replacement scheduled to begin on August 6, 2018; and service tap lining to begin on August 13, 2018.

Mr. Weishaar stated they would like to get the City's approval to add Kevin Frogley as a construction observer on the project and provided Council with current and previous work experience resume. Shepard made the motion to approve Mr. Frogley as an additional construction observer for the project. Finch seconded, motion carried.

The City Clerk provided Council with a copy of Project Pay App #1 in the amount of \$866,8981.46 with \$355,632.11 being submitted for CDBG funding and the remaining \$511,249.35 being submitted through KDHE for reimbursement. After a brief review of expenses, Patterson made the motion to approve Pay App #1. Shepard seconded, motion carried.

- b) CITY LAKE AGREEMENT: The City Attorney stated he has a contract that gives the City permission to cap the water distribution line on the Boss property at the City's expense and needs a motion from Council to approve. Schmitt made the motion to approve and authorize the Mayor to sign the contract on behalf of the City. Patterson seconded, motion carried. (Note: Mr. Foster is to work with KDOT in regards to their requirement of capping both sides of the cut pipe).

- c) SEHP HEALTH INSURANCE CONTRACT: Council received a copy of the proposed insurance contract with Blue Cross and Blue Shield State Employee Health Insurance Plan. The current contract will expire on December 31, 2018. The proposed contract is for a three-year term and will expire on January 1, 2022. Finch made the motion to approve and authorize the Mayor to sign the health insurance contract with the State Employee Health Plan. Patterson seconded, motion carried.

7. NEW BUSINESS:

- a) TOSHIBA COPIER LEASE AGREEMENT: The City Clerk provided the Council with a proposal from Toshiba that will replace the current copier and reduce costs to the city annually by approximately \$668. Finch made the motion to approve the new copier contract with Toshiba. Shepard seconded, motion carried.
- b) MEMORIAL TREE ON THE JONES PARK TRAIL: Katie Shepard asked the Council if her family could plant a tree on the Jones Park Trail in memory of her mother who was a teacher at the school for many years and enjoyed the outdoors. Council recommended they work with city maintenance and Brad Loveless with the tree board in regards to planting and type of tree. Patterson made the motion to approve the request. Finch seconded, motion carried.
- c) MAYORAL APPOINTMENTS: Finch made the motion to approve the Mayor's 2018 appointments as set forth. Schmitt seconded, motion carried.
- d) COUNCIL MEMBER RESIGNATION: Darrel Finch submitted his resignation from the governing body. Patterson made the motion to accept Finch's resignation. Shepard seconded, motion carried. The governing body thanked Finch for his service to the City.

8. STAFF REPORTS:

- a) POLICE: Council received a copy of the Officer Activity report.

Lyndon will be a test site for E-Citations and the Chief has been on that committee to help design the program.

The Chief gave a brief description of what MSQUAD is and that both Lyndon officers are members.

- b) PUBLIC WORKS: Senior Housing water line extension project is completed so the city utilities to the project are in the ground.

The Assistant Maintenance Supervisor stated he received a call around 5:00 stating they would be starting on the pouring the sidewalk repairs tomorrow and completed by the end of the week weather permitting. He stated he would be getting a confirmation call in the a.m.

Pool is ready for opening weekend and everything is working and looks good.

The Assistant Supervisor has been working with the contractors on the project and is happy with the progress so far.

- c) CITY CLERK: The City Clerk stated the city received an \$8,000 dividend from EMC insurance and with changes made in insurance, the City received back \$15,000 in total.

Received storm siren inspection results from CDL performed on March 22, 2018. Inspections showed the sirens were in good condition except for the silent testing option on one of the towers, which will need to be fixed and requires a motherboard.

Pool opens this weekend and guards are still in training this week.

City Hall will be closed Monday, May 28 for Memorial Day and trash service will be delayed to Wednesday, May 30.

Osage Herald sent email asking if the City wanted to post an ad for summer recreation or travel in the amount of \$81.00 for a 2 x 5 ad in the June 7 edition. It was consensus of the Council not to participate.

2019 Budget has been started and has received the information from the County Treasurer and reviewed the timeline.

The City Clerk stated she finally received her certification as a Certified Municipal Clerk from the International Institute of Municipal Clerks.

#### 9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Patterson wished Finch best of luck and thanked him for his service.

Finch thanked the governing body for the opportunity to serve as council member and stated he enjoyed working with the staff and fellow council members.

Schmitt thanked Finch for serving on Council.

Shepard thanked Finch for serving and thanked the Assistant Supervisor for picking up the slack while the Maintenance Supervisor is on leave.

Mayor Morrison wished Finch the best in their new endeavor.

Mayor Morrison also congratulated the City Clerk on her CMC designation.

Mayor Morrison also thanked the Assistant Supervisor for stepping up and taking on more responsibility during the Maintenance Supervisor's absence.

#### 10. EXECUTIVE SESSION:

Patterson made the motion to recess to executive session for 10 minutes for non-elected personnel with the City Attorney and City Clerk attending. Shepard seconded, motion carried. Council reconvened with Patterson making the motion to hire Sandra Kill for the position of City Treasurer with the wage of \$12.00 per hour. Shepard seconded, motion carried.

Shepard made the motion to recess to executive session for 10 minutes for Attorney-Client privilege with the City Attorney. Finch seconded, motion carried. Council reconvened with no action taken.

11. ADJOURNMENT: Schmitt made the motion to adjourn to Monday, June 4, 2018 at 7:00 p.m. for regular meeting. Finch seconded, motion carried.

A handwritten signature in cursive script, reading "Julie Stutzman".

Julie Stutzman, City Clerk